

CITY OF CARLSBAD PUBLIC WORKS DEPARTMENT



Maintenance Aide
Parks/Streets
Monthly Salary Range
\$2,400—\$2,917

Filing Deadline
Monday, October 16, 2006

THE POSITION:

The City of Carlsbad is seeking individuals with proven team skills and knowledge of basic methods, tools and equipment used in construction, maintenance, and repair. Positions perform general labor activities, routine cleaning and maintenance duties with hand and power tools, perform heavy manual labor, operate light equipment and may be assigned to the Parks or Streets Departments. Aides will be trained and become competitive for the Maintenance Worker series.

THE IDEAL CANDIDATE

Parks Division:

The ideal candidate will have general knowledge of landscape, hardscape, and park grounds maintenance. Prior semi-skilled maintenance experience on recreation buildings and park structures is highly desirable. Experience with irrigation systems is a plus.



Streets Division:

The ideal candidate will have general knowledge of construction, traffic control and street maintenance and repair. Prior general labor experience is highly desirable. Experience with concrete and asphalt is a plus.

SPECIAL REQUIREMENTS

Possession of a valid California driver's license (Class C). Position may be assigned to a work schedule that includes Saturday and Sundays. Willingness to work overtime hours or respond to emergency calls during off hours as required.

QUALIFICATIONS

Knowledge of: Basic methods, tools, materials and equipment used in maintenance and construction work. Safe work practices.

Ability to: Use hand and light power tools required in general grounds and public works maintenance work. Perform heavy manual labor. Understand and carry out oral and written directions. Establish and maintain cooperative relationships with those contacted in the course of work.

EDUCATION AND EXPERIENCE

Equivalent to six months of experience performing duties comparable to those of a Maintenance Aide.

PHYSICAL REQUIREMENTS/ WORKING CONDITIONS

Must possess sufficient strength and stamina to lift, carry and manipulate objects weighing up to 50 pounds and to perform sustained heavy physical labor. Must be willing to work outdoors in all weather conditions, to work underground in confined places and with exposure to potentially hazardous conditions.



SELECTION PROCEDURE

Applications may be rejected if incomplete. All application materials will be reviewed and the most qualified candidates will be invited to participate in the selection process. The selection process will include a written employment inventory. Those candidates who successfully complete the selection process will be placed on an eligibility list for one year. After the employment offer is extended, verification of the employee's legal right to work in the United States; fingerprinting and medical examination by a City physician, which may include a substance abuse evaluation, are required prior to commencing employment.

BENEFITS

- ◆ PERS 3% @ 60 retirement formula.
- ◆ No Social Security deductions.
- ◆ Health benefits include medical, dental, vision and life insurance.
- ◆ Flexible Spending Accounts
- ◆ Paid Holidays, Vacation, Sick Leave
- ◆ Interest free computer purchase programs.
- ◆ Tuition Reimbursement.

STREET MAINTENANCE

The Street Maintenance Department is responsible for the maintenance and repair of 582.4 lane miles of roadway, 5,597 street lights, 100 signalized intersections, over 5,000 storm drains, and all sidewalks in the public-right-of-way.



PARK MAINTENANCE

The Park Maintenance Division is responsible for maintaining, preserving and enhancing approximately 300 acres of park facilities, school athletic fields, beach accesses, and landscapes at various civic facilities. This includes the maintenance of eight community parks and 26 special use areas. In addition, the Park Maintenance Division manages over 625 acres of open space/undeveloped areas that includes trash removal, clean up and weed abatement.



EQUAL OPPORTUNITY EMPLOYER

The provisions of this bulletin do not constitute an expressed or implied contract. Any of the provisions contained in this bulletin may be modified or revoked without notice.



APPLICATION PROCEDURE

Obtain employment and supplemental application materials at the:

City of Carlsbad
Human Resources Department
1635 Faraday Avenue
Carlsbad, CA 92008,

(760) 602-2440 or visit our website at

www.carlsbadca.gov/hr

Completed applications and supplemental questionnaire must be turned into the Human Resources Department by 5:00pm,
Monday, October 16, 2006

DEPARTMENT MISSION

The Public Works team is dedicated to providing exceptional services to our customers with integrity and pride in a manner that enhances the quality of life for all who live, work and play in Carlsbad.

CITY OF CARLSBAD - MAINTENANCE AIDE SUPPLEMENTAL APPLICATION

This supplemental application and the regular City application will be the basis for a competitive evaluation with other candidates in the selection process. **Please check those statements below that apply and provide information as requested below. My maintenance experience includes the following:**

Operate power-driven equipment such as skip loaders, dump trucks, water trucks, forklifts.

When: _____ Where: _____ Supervisor: _____

Perform maintenance work in the construction, maintenance, and repair of streets, buildings, public facilities.

When: _____ Where: _____ Supervisor: _____

Perform tasks on street cleaning, cement, patch, lot clearing crews.

When: _____ Where: _____ Supervisor: _____

Break out old concrete work such as curbs, sidewalks, gutters.

When: _____ Where: _____ Supervisor: _____

Cut and prepare streets for patches, spread premix and oil, rake asphalt.

When: _____ Where: _____ Supervisor: _____

Clean and maintain basic tools used on the job.

When: _____ Where: _____ Supervisor: _____

Paint traffic directional markings, crosswalks, safety loading zones.

When: _____ Where: _____ Supervisor: _____

Make, install, repair street signs.

When: _____ Where: _____ Supervisor: _____

Water, mow, weed, trim, renovate and fertilize grass.

When: _____ Where: _____ Supervisor: _____

Rake leaves, clean walks, fields, courts, facilities.

When: _____ Where: _____ Supervisor: _____

Load trimmings on trucks.

When: _____ Where: _____ Supervisor: _____

Spade and prepare ground around plants and shrubs.

When: _____ Where: _____ Supervisor: _____

Mix and apply fertilizers.

When: _____ Where: _____ Supervisor: _____

Plant trees, flowers, shrubs and turf.

When: _____ Where: _____ Supervisor: _____

Pick up rubbish, perform general grounds cleaning.

When: _____ Where: _____ Supervisor: _____

Perform cleaning in park buildings and park areas.

When: _____ Where: _____ Supervisor: _____

Operate power mowers, edgers, other equipment.

When: _____ Where: _____ Supervisor: _____

Assist in moving and installing park and recreational facilities.

When: _____ Where: _____ Supervisor: _____

Install and maintain water sprinkler systems.

When: _____ Where: _____ Supervisor: _____

Perform routing maintenance and upkeep on swimming pools.

When: _____ Where: _____ Supervisor: _____

Operate heavy power-driven equipment.

When: _____ Where: _____ Supervisor: _____

I AM INTERESTED IN PART-TIME OPPORTUNITIES AT THE CITY OF CARLSBAD YES ☐ NO ☐

APPLICANT STATEMENT: *I certify that all of the information provided is true and complete to the best of my knowledge. I understand that any false statements of material facts will subject me to disqualification or dismissal.*

Print Name

Signature

Date